



**Franklin City Council Agenda
October 28, 2019
Franklin City Hall Council Chambers
207 West 2nd Avenue**

6:00 P.M.

Work Session

Consideration of firms to provide legal counsel.

7:00 P.M.

Regular Meeting

CALL TO ORDER. MAYOR FRANK M. RABIL

PLEASE TURN OFF CELL PHONES. MAYOR FRANK M. RABIL

PLEDGE OF ALLEGIANCE

CITIZEN'S TIME

Presentation by Western Tidewater Free Clinic

AMENDMENTS TO AGENDA

1. CONSENT AGENDA:

- A. Approval of September 9th, September 23rd, and October 16th meeting minutes
- B. Adoption of Arbor Day Proclamation
- C. Adoption of Small Business Saturday Resolution
- D. Introduction of New Employees
- E. Presentation Census Bureau

2. OLD/ NEW BUSINESS:

- A. Adoption of Emergency Management Plan
- B. Courthouse Update
- C. City Manager's Report

3. COUNCIL/STAFF REPORTS ON BOARDS/COMMISSIONS

4. CLOSED SESSION

I move that the Franklin City Council meet in closed session to discuss appointments to boards and commissions; to discuss a prospective business or industry or the expansion of an existing business or industry where no previous announcement has been made of the business' or industry's interest in locating or expanding its' facilities in the community; discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body; briefing by staff on actual or probable litigation, Discussion of the award of a public contract involving the expenditure of public funds, including interviews of bidders or offerors, and discussion of the terms or scope of such contract, where discussion in an open session

would adversely affect the bargaining position or negotiating strategy of the public body pursuant to Virginia Code Section 2.2 – 3711 (A) (1),(3)(5)(7) & (29).

Motion Upon Returning to Open Session- I move that the only matters discussed during the closed session were those lawfully exempted from open meeting requirements and identified in the motion by which the closed session was convened.

5. ADJOURNMENT

UPCOMING ITEMS TO BE SCHEDULED

The items below are intended to be reflective, and not inclusive of all subjects staff is working on to bring forward to City Council in the next two months. Both the time lines and subject matter are subject to change and should not be considered final.

<u>SUBJECT</u>	<u>TENTATIVE TIMELINE</u>
Audit Presentation	November 25, 2019

Council Members in Attendance: Frank Rabil, Mayor; Barry Cheatham, Vice-Mayor; Councilman Linwood Johnson; Councilman Bobby Cutchins; Councilwoman Wynndolyn Copeland; Councilman Gregory McLemore and Councilman Benny Burgess

Staff in Attendance: Amanda Jarratt, City Manager and Leesa Barnes, Executive Assistant, recording minutes

Other Staff in Attendance: Tracey Spence, Director of Finance and Vernie Francis, Interim Chief of Emergency Services

Mayor called the Davenport Worksession to order at 6:00 p.m.

Amanda Jarratt, City Manager introduced Davenport & Company to review the Capital Funding Update and RFP results.

The Davenport Representative, David Rose recommended Sterling National Bank for the General Fund new money. Sterling is offering a fixed interest rate at 2.7 % for eighteen years and will allow the City to prepay without penalty. He added that the rates are so good at the moment, he asked Council about adding the three million for the Utility Enterprise Fund Line of Credit. Sterling will add this three-million-dollars for the Utility Enterprise Fund line of credit for the same interest rate for the same amount of time.

Mr. Rose then recommended SunTrust Bank's proposal for the Utility Fund Line of Credit. The City of Franklin would have access to up to \$5 million of financing on an as needed basis (subject to minimum draws of \$250,000.00 and no more than two draws per month. The City will pay interest only on the amount it draws per month) and will not change any unused fees for drawing less than the full financing amount. The City will have access to the funds for 3.5 years at an interest rate of 1.94% or for five years at an interest rate of 2.04%. Both rates are known and locked in for a closing no later than October. They are prepayable at any time without penalty.

BB & T also submitted a proposal for a 15.5-year financing at an interest rate of 2.3%. prepayable at any time with a 1% penalty after eight years.

After Mr. Rose completed his presentation, he asked for questions.

Frank Rabil, Mayor opened the floor for questions.

Councilman Linwood Johnson stated he was favorable to the Sterling National Bank because of the 18.5-year financing and the SunTrust Proposal because of the five-year financing.

Councilman Benny Burgess asked for clarification. He asked if Davenport was recommending Sterling National Bank Proposal for \$3.0 million as far as the utility line of credit was concerned.

Mr. Rose recommended the Sterling National Bank Proposal.

Councilman Burgess stated his biggest concern was eventually there will be an increase in interest rates and if the City does not lock in on a fixed rate, the rates may go up.

Councilman Gregory McLemore stated it is hard to believe that fifty banks were contacted about this refinancing project and only three responded. He then asked for some background information about Sterling National Bank.

Mr. Rose replied Sterling National Bank is located in New York and are nationally known. He then stated it is not unusual for only three to five banks to submit proposals for a refinancing project of this nature; furthermore, this is a large amount of money for a small community such as this.

Councilman McLemore asked if the City had a good credit rating and if the City had been late making any payments in the past.

Mr. Rose answered again this is typical to hear from only three to five banks in a project such as this.

Councilman McLemore asked what would be the total debt for the City of Franklin be in after this refinancing project.

Mr. Rose answered the total debt would be \$19 million for the next twenty years.

Councilman McLemore expressed his concern that the City would have to raise the tax rate to satisfy this type of refinancing project.

Mr. Rose answered that would depend on the finance rates.

Adjournment

There being no more discussion or questions Mayor Frank Rabil adjourned the Worksession with Davenport & Company at 6:45 p.m.

Mayor

Clerk to City Council

Council Members in Attendance: Frank Rabil, Mayor; Barry Cheatham, Vice-Mayor; Councilman Linwood Johnson; Councilman Bobby Cutchins; Councilwoman Wynndolyn Copeland; Councilman Gregory McLemore and Councilman Benny Burgess

Staff in Attendance: Amanda Jarratt, City Manager and Leesa Barnes, Executive Assistant, recording minutes

Other Staff in Attendance: Tracy Spence, Director of Finance and Vernie Francis, Interim Chief of Emergency Services; Russ Pace, Director of Public Works; Bob Porti, Deputy Chief of Police; Steve Patterson, Chief of Police; Scott Halverson, Special Operations Sergeant; Brenda Rickman, Commissioner of Revenue; Dinah Babb, Treasurer of the City of Franklin and Dan Howe, Director of Downtown Franklin Association.

Call to Order

Mayor Frank Rabil called the September 9, 2019 Regular City Council Meeting to order at 7:00 p.m.

Citizen's Time

There were not any citizens to sign up for Citizen's Time.

Amendments to Agenda

There were no Amendments to the Agenda.

Consent Agenda

Approval of August 12, 2019 Worksession and Regular Minutes

Mayor Frank Rabil asked if there were any additions or corrections to the August 12, 2019 Worksession and Regular Minutes.

There being none, Vice-Mayor Barry Cheatham made a motion to approve the August 12, 2019 Worksession and Regular Minutes.

The motion was seconded by Councilman Linwood Johnson.

The motion carried the vote by 7-0.

August 20, 2019 Closed Session

Mayor Frank Rabil asked if there were any additions or corrections to the August 20, 2019 Closed Session Minutes.

Councilwoman Wynndolyn Copeland stated there was one correction to the August 20, 2019 Closed Session Minutes. That correction was located on page 1, paragraph 3, 1st word needed to be changed to Councilwoman instead of Councilman.

Mayor Frank Rabil asked for approval of the August 20, 2019 Closed Session Minutes with the correction made.



Vice-Mayor Barry Cheatham made a motion to approve the August 20, 2019 Closed Session with the correction made.

The motion was seconded by Councilman Linwood Johnson.

The motion carried the vote by 7-0.

Adoption of Declaration of Local Emergency Hurricane Dorian

Amanda Jarratt, City Manager stated the following declaration of emergency was declared before Hurricane Dorian arrived just in case the City had any damage. This Declaration needed to be adopted at tonight's meeting.

See Attached:





DECLARATION OF A LOCAL EMERGENCY ON SEPTEMBER 5, 2019 BY THE CITY OF FRANKLIN, VIRGINIA DIRECTOR OF EMERGENCY SERVICES

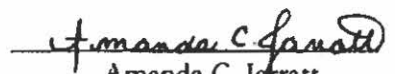
Whereas, the Director of Emergency Services of the City of Franklin, Virginia does hereby find as follows:

1. That due to the occurrence of Hurricane Dorian the City of Franklin is facing a condition of extreme peril to the lives, safety, and property of the residents of Franklin;
2. The City of Franklin is expecting to receive between 4-6 inches of rain, sustained winds of more than 30 miles per hour, and gusts of over 40 miles per hour over the next 24 hours.
3. That as a result of this extreme peril, the proclamation of the existence of an emergency is necessary to permit the full powers of government to deal effectively with this condition of peril.

Now, therefore, be it proclaimed and ordered that during the existence of this emergency the powers, functions, and duties of the Director of Emergency Management and the Emergency Services organization and functions of the City of Franklin shall be those prescribed by the laws of the Commonwealth of Virginia and the ordinances, resolutions, and approved plans

In order to carry out the effect of this resolution, the City Manager Amanda C. Jarratt or the Director of Finance, Tracy Spence and their designees, are hereby authorized to expend funds from the City's unappropriated fund balance to cover the reasonable operations costs of emergency services pending further report to Franklin City Council and such additional appropriations as shall be deemed necessary to cover the expected scope of this emergency and ratified by City Council.

Now, therefore; I, Amanda C. Jarratt Director of Emergency Services, for the City of Franklin, Virginia do hereby proclaim and declare that a local emergency exists in the City of Franklin, Virginia, effective on the 5th day of September 2019.


Amanda C. Jarratt
Director of Emergency Services

Vice-Mayor Barry Cheatham read and made a motion to adopt the Declaration of Local Emergency Hurricane Dorian.

The motion was seconded by Councilman Linwood Johnson.

The motion carried the vote by 7-0.

Retiree Recognition for Courtney Blunt

Vice-Mayor Barry Cheatham read and motioned the following Resolution for retiree Courtney Blunt.

See Attached:





Resolution of Appreciation

To

Courtney L. Blunt

WHEREAS, Courtney L. Blunt has faithfully served the City of Franklin beginning on September 27, 1991 and ending his service on June 1, 2019 as Supervisor of the Water and Sewer / Utility Repair Crew for the Public Works Department, and

WHEREAS, Courtney L. Blunt diligently delivered safe and quality workmanship as lead employee for the Public Works Department on call group as a backup including his twenty-four years of on call duty. He also responded to emergencies such as inclement weather, floods, snow and hurricanes, and,

WHEREAS, Courtney L. Blunt has provided guidance and exhibited wisdom through his position with the Public Works Department; and,

WHEREAS, his prudent judgement and warm personal demeanor have facilitated many accomplishments and have earned for him the respect of the community and his peers; and

WHEREAS, the City of Franklin commends Courtney L. Blunt for his generous and devoted service to this City and wishes him well in all his future endeavors.

NOW, THEREFORE, BE IT RESOLVED, that the Franklin City Council Honors the Exceptional Service of Courtney L. Blunt.

AND, BE IT FURTHER RESOLVED that a copy of this Resolution be spread upon the minutes of this meeting of the Franklin City Council as visible evidence of the high esteem in which this Council and the citizens of the City of Franklin hold Courtney L. Blunt thereby forever preserving and recording its gratitude.

Adopted: September 9, 2019

Mayor Frank Rebill

The motion was seconded by Councilman Linwood Johnson.

The motion carried the vote by 7-0.

Presentation by Southeastern Virginia Health System / Franklin Community Health Center

City Manager Amanda Jarratt introduced Shelly Williams of the Southeastern Virginia Health System / Franklin Community Health Center located on Armory Drive at the Armory Drive Shopping Center. She informed Council the medical center has Board Certified Providers. These providers will see everyone whether or not they have medical insurance. There is an on-site lab available as well as health educators. Also, to assist with your cost of services, there is a sliding fee program. No appointments necessary. Dental care is offered out of an office located in Suffolk, Virginia.

Councilman Gregory McLemore asked if the Franklin Community Health Center was a free medical clinic.

Mrs. Williams answered the Center is not a free medical clinic but it offers a sliding scale billing system.

Financial Matters

Public Hearing on Proposed Bond Issue

City Manager Amanda Jarratt informed Council as discussed since April of 2019 there are a number of capital projects that have been deferred over recent years. An RFP was issued for the general fund projects as well as for a line of credit for the capital projects associated with Franklin Power and Light. Davenport is on hand to answer any questions.

Mayor Frank Rabil opened the Public Hearing for anyone that wanted to speak.

There were no speakers.

Mayor Frank Rabil closed the Public Hearing

Mayor Frank Rabil asked for a motion to approve the Proposal provided by Davenport for the general fund projects and line of credit for the capital projects associated with Franklin Power and Light.

Vice-Mayor Barry Cheatham made a motion to approve the Proposal provided by Davenport for the general fund projects and line of credit for the capital projects associated with Franklin Power and Light.

Councilman Linwood Johnson seconded the motion.

Mayor Frank Rabi asked if there was any discussion.

Councilman Gregory McLemore stated he has issues with terms and circumstances of the acquisitions with this loan. He does not want the City to take on anymore debt and questions if this restructuring going to save the City any money.



The motion carried the vote by a 6-1 vote.

The vote was as follows:

Mayor Frank Rabil	AYE
Vice-Mayor Barry Cheatham	AYE
Councilman Linwood Johnson	AYE
Councilman Bobby Cutchins	AYE
Councilwoman Wynndolyn Copeland	AYE
Councilman Gregory McLemore	NAY
Councilman Benny Burgess	AYE

Mayor Frank Rabil asked for a motion of approval to proceed with the proposed schedule to restructure other existing debt to build room for the financing needs associated with the City of Franklin's share of the Southampton County Courthouse project.

Vice-Mayor Cheatham made a motion to approve to proceed with the proposed schedule to restructure other existing debt to build room for the financing needs associated with the City of Franklin's share of the Southampton County Courthouse project.

Councilman Linwood Johnson seconded the motion.

The motion carried the vote by a 6-1 vote.

The vote was as follows:

Mayor Frank Rabil	AYE
Vice-Mayor Barry Cheatham	AYE
Councilman Linwood Johnson	AYE
Councilman Bobby Cutchins	AYE
Councilwoman Wynndolyn Copeland	AYE
Councilman Gregory McLemore	NAY
Councilman Benny Burgess	AYE



Courthouse Update

City Manager Jarratt gave a brief history about the Courthouse Project, she stated Southampton County approved the issuance of an RFP for renovations and repairs to the Southampton County courthouse at their meeting on August 26, 2019. All references to the word expansion were removed. The legal notice for architectural services to repair and renovate the Southampton County Courthouse was published in the Richmond Times Dispatch and The Tidewater News on Sunday, September 1, 2019. Proposals are due no later than 3:00 p.m. on October 3, 2019.

The RFP contemplates issuance of written addendum shortly after September 24, to alert prospective offerors of any changes to the RFP and to address any written questions they may have submitted. If there are specific revisions to the RFP that the City wishes to propose, we need to forward them to Mr. Johnson by September 24 for consideration.

The RFP provides that proposals will be evaluated, and interviews jointly conducted by the City Council and Board of Supervisors.

Southampton County will forward to our attention electronic copies of all proposals received, no later than October 4th for distribution to City Council along with a scoring matrix based upon the evaluation criteria contained in the RFP. City Council members have been requested to review and score each proposal prior to October 25th and to meet jointly with the Board of Supervisors sometime during the week of October 28 – 31 to reach consensus on how many, and which firms they wish to jointly interview.

Interviews are tentatively slated for the week of November 6-13, subject to availability of members of the governing bodies. Provided there is consensus on which firm has submitted the most meritorious proposal following the interviews, the specific terms of the agreement will then need to be negotiated before it is presented to the respective governing bodies for approval.

We will need to discuss City Council's availability to meet jointly with the Board of Supervisors on October 29th or 30th.

The goal of that meeting will be to:

1. Reach consensus on which offer they desire to interview;
2. Agree to the date and time(s) for interviews of offerors;
3. Discuss and agree on who will have authority to negotiate the specific terms of the proposed architectural agreement.



City of Franklin Courthouse

Staff met with the Sherriff of Southampton County and his staff to discuss the operational concerns. We have also obtained an estimate for a walk through metal detector similar to that which Southampton County already has at their facility as well as a scanner for bags. Funds are not currently appropriated for these expenses. City Council will need to authorize this expense and then approve a budget amendment to that effect. Staff has drafted a RFP for discussion by Council. As mentioned previously, for us to be able to proceed beyond this point, professional assistance is needed to ensure that we meet the required guidelines. This RFP will be provided to you in an upcoming Friday e-mail and be on the agenda for final approval on September 23rd.

Councilman Gregory McLemore asked is October 29, 2019 the earliest the County can meet with Council.

City Manager Jarratt replied she will request an earlier meeting.

Councilman Benny Burgess requested City Council meet prior to meeting with Southampton County.

Mayor Frank Rabil asked City Manager Jarratt is she could give an estimate on how many proposals the County might receive.

City Manager Jarratt answered three or four. She added she would tentatively schedule City Council to meet on October 15, 2019 for discussion about the Courthouse Project prior to meeting with Southampton County.

City Council agreed either October 29th or the 30th were fine to meet with the Southampton Board of Supervisors.

Councilman Benny Burgess asked if the Southampton Board of Supervisors had given any indication as to why they went ahead with the RFP process without consulting with City Council.

City Manager Jarratt replied that she had received no response on why this was done.

City Manager Jarratt informed Council that she met with Sheriff Jack Stutts and his lead staff in regards to the Franklin Courthouse about the operational needs that were required. She obtained an estimate for the walk-through metal detector and the estimate was for \$4,000.00. She added she needs Council's formal authorization to proceed with the walk-through metal detectors. The other operational concerns that were expressed by the judges were shared with the Sheriff Department and they will give us a follow-up at a later date.

Mayor Frank Rabil asked if the metal detectors would be portable.

City Manager Jarratt answered the walk-through metal detector was portable and could be moved.

Councilman Benny Burgess asked if the Franklin Courthouse would be required to have someone on stall at all times or just when court was in session.



City Manager Jarratt answered the security guidelines require someone there at all times even if court is not in session. The City is not at that point yet but this this will have to be addressed. She added the City will be required to purchase two walk-through metal detectors but she recommends only purchasing one at the moment.

City Manager Jarratt requested Council's authorization to spend \$4,000.00 to procure one walk-through metal detector.

A motion was made by Councilman Gregory McLemore to authorize City Manager Amanda Jarratt to spend \$4,000.00 to procure one walk-through metal detector.

The motion was seconded by Wynndolyn Copeland.

Mayor Frank Rabil asked for discussion.

Councilman Benny Burgess requested the motion be amended to say what account the funds for the walk-through metal detector would be coming from.

The motion carried the vote by 7-0.

Councilman Benny Burgess made a motion to use our reserve funds from Isle of Wight County to purchase the walk-through metal detector.

The motion was seconded by Councilman Linwood Johnson.

The motion carried the vote by 7-0.

City Manager's Report

City Manager Jarratt reviewed the following items with Council:

General Updates

As you all are aware the Rental Inspection Committee determined that they did not feel it was necessary to move forward with the program at this point in time. Staff is seeking direction from Council on how to proceed.

Mayor Frank Rabil asked for feedback from Council concerning the Rental Inspection program.

Councilman Bobby Cutchins asked was there any reason as to why not to move forward with the Rental Inspection Program.

City Manager Jarratt replied the Committee felt that the City was not fully utilizing our existing tools and existing ordinances that were already in place for these purposes.

Mayor Frank Rabil requested that this be brought back to Council for discussion on Monday, September 23, 2019's Agenda.

Staff continues to work to plan for Hurricane Dorian. If there is any damage associated with Hurricane Dorian a report will be given at the City Council meeting.



Community Events

- City of Franklin African American Festival September 21, 2019 at Barrett's Landing
- Franklin Fall Festival October 5, 2019.

Council / Staff Reports on Boards / Commissions

Councilman Gregory McLemore stated he wanted to report on the Franklin Redevelopment and Housing but would wait until Closed Session because there was some change to personnel.

Mayor Frank Rabil stated he thought there was a successful close-out on We-B-Jamming as well as a great weekend for the last Cruise-In Car Show. He added the Back-To-School Ceremony was great as well.

Closed Session

Mayor Frank Rabil asked for a motion to go into Closed Session.

Councilwoman Wynndolyn Copeland moved that the Franklin City Council meet in closed session to discuss appointments to boards and commissions; to discuss a prospective business or industry or the expansion of an existing business or industry where no previous announcement has been made of the business' or industry's interest in locating or expanding its' facilities in the community; discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body, discussion, consideration, or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of any public body; regarding specific legal matters requiring legal advice pursuant to Virginia Code Section 2.2 – 3711 (A) (1),(3)(5) & (8).

Vice-Mayor Barry Cheatham seconded the motion.

The motion carried the vote by 7-0.

Adjournment

The September 9, 2019 Regular City Council Meeting adjourned at 7:45 p.m.

Mayor

Clerk to City Council



Council Members in Attendance: Frank Rabil, Mayor; Barry Cheatham, Vice-Mayor; Councilman Linwood Johnson; Councilman Bobby Cutchins; Councilwoman Wynndolyn Copeland; Councilman Gregory McLemore and Councilman Benny Burgess.

Staff in Attendance: Amanda Jarratt, City Manager; and Leesa Barnes, Executive Assistant, Recording Minutes

Other Staff in Attendance: Steve Patterson, Chief of Franklin City Police Department; Scott Halverson, Special Operations Sergeant; Bob Porti, Deputy Chief of Franklin City Police Department; Russ Pace, Director of Public Works; Mark Bly, Director of Power & Light; Brenda Rickman, Commissioner of the Revenue; Donald Goodwin, Director of Community Development; Tracy Spence, Director of Finance; Dinah Babb, Treasurer of the City of Franklin; and Michelle Dandridge, Director of Human Resources

Call to Order

Frank Rabil called the September 23, 2019 Regular City Council Meeting to order at 7:00 p.m.

Citizen's Time

Citizen #1 – Dan Howe resides at 100 Gillette Court, Franklin, Virginia 23851; Dan Howe, Director of Downtown Franklin Association reminded and invited City Council and Staff to come to the Downtown Fall Festival which will be held on Saturday, October 5, 2019.

Amendments to Agenda

Frank Rabil, Mayor asked if there were any amendments to the Agenda.

Barry Cheatham, Vice-Mayor made a motion to amend the Closed Session Agenda to include discussion or consideration of the investment of public funds where competition or bargaining is involved, where, if made public initially, the financial interest of the governmental unit would be adversely affected also Discussion of the award of a public contract involving the expenditure of public funds, including interviews of bidders or offerors, and discussion of the terms or scope of such contract, where discussion in an open session would adversely affect the bargaining position or negotiating strategy of the public body. This in accordance with Virginia Code Section 2.2-3711 (11) & (29).

Councilman Linwood Johnson seconded the motion.

The vote was approved by 7-0.

Approval of August 26, 2019 Meeting Minutes

Mayor Frank Rabil asked if there were any additions or corrections to the minutes from the August 26, 2019 Regular City Council Meeting.

There being none he asked for a motion of approval.

Councilman Linwood Johnson made a motion to approve the minutes as presented from the August 26, 2019 Regular City Council Meeting.

The motion was seconded by Councilwoman Wynndolyn Copeland.

The vote was approved by a 7-0 vote.

Approval of September 9, 2019 Meeting Minutes

Approval of the minutes from the September 9, 2019 was deferred until the next City Council Meeting due to they were not included in the Agenda and there were some corrections that needed to be made.

New City of Franklin Employee Introductions

Steve Patterson, Chief of the Franklin City Police Department introduced Shane Elliott as the new Animal Control Officer.

Franklin City Public Schools Employee Introductions

City Manager Amanda Jarratt invited Tamara Sterling, Superintendent of Franklin City Public Schools to introduce and welcome the Franklin City Public Schools Staff. The following introductions were made:

Central Office

Dr. Okema Branch	Assistant Superintendent of Human Resources and Federal Programs and Special Programs
Jeff Ryder	Assistant Superintendent of Nutrition, Transportation, Operations and Special Programs
Norletta Edmond	Director of Exceptional Education
Phylcia Brickhalter	Director of Curriculum and Instruction
Pamela Kendrid	Director of Financial Services
Tammy Moore	Executive Assistant, Board Clerk and Oversees Special Programs
Mona Murphy	Oversees Hampton Roads Workforce Council
Tanyeka Ricks	Special Education Specialist, Oversees the GED Pogram, the Gifted Program and the ISADP Program
Anita Harris	Coordinator of Pupil Personnel

Samuel P. Morton Elementary School

Dexter Warren	Principal of the Samuel P. Morton Elementary School
Tanyeka Thornton	Instructional Specialist
Shawn Geary	Reading Specialist
Mason Harris	Counselor

Joseph P. King, Jr. Middle School

Darren Parker	Principal of the JPK Middle School
Marilyn Freeman	Instructional Specialist
Stephanie Cox	Reading Specialist
Rosemarie Bland	Math Instructional Coach

Franklin High School

Travis Felts	Principal of Franklin High School
Shonda Harris-Muhammed	Assistant Principal of Franklin High School and Instructional Specialist
Ale Massenburg	Counselor

Franklin City Public Schools School Board

Amy Phillips	Chairwoman and Ward 2 Representative
Andrea Hall-Leonard	Vice-Chairman and Ward 3 Representative
Marchelle Williams	Ward 4 Representative
Andrea Shelton	Ward 5 Representative
Jessica Grant- Banks	Ward 6 Representative
Rebecca Jester	Ward 1 Representative
Carrie Johnson	At-Large Representative
Bob Holt	School Board Liaison

Convocation 2019

Superintendent Sterling thanked Mayor Frank Rabil, City Manager Jarratt, Councilman Gregory McLemore, and Councilman Linwood Johnson for their attendance and support at the 2019 Convocation.

Community Meet & Greet

Superintendent Sterling also thanked City Manager Jarratt, Chief Steve Patterson, Sergeant Wilson for participating in the Community Meet & Greet. They went door to door in Dorchester and Pretlow Gardens to welcome parents to a new school year. She added Berkley Apartments had to be rescheduled for Wednesday, September 25, 2019.

Upcoming Events

Superintendent Sterling announced the following upcoming events:

- Saturday, November 16, 2019; FCPS Community Thanksgiving Dinner @ Samuel P. Morton Elementary
- Tuesday, November 6, 2019; FCPS Take Your Legislature to School Day

Mayor Frank Rabil thanked everyone for attending the City Council meeting and for their services.

Financial Matters

Budget Amendment #2020-3 and #2020-4

Budget Amendment #2020-3

City Manager Amanda Jarratt recognized Tracy Spence, Finance Director, to review Budget Amendment #2020-3 and #2020-4.

Director, Tracy Spence informed Council of the following carry over Budget Amendments:

- Portion #1 in the amount of \$119,355.00 is to appropriate FY19 VDOT unspent funds for street maintenance expenditures
- Portion #2 in the amount of \$3,976.00 is to appropriate FY19 Human Resources unspent budget for new employee onboarding, the Wellness Program and recruitment events.
- Portion #3 in the amount of \$53,12.00 is to appropriate FY19 Community Development unspent budget for demolition at 312 W. 21st Avenue, the Permitting & Code Enforcement Permitting Self Service module from Edmunds, professional services for planning grant & CIG application; and Gateway Enhancement project.
- Portion #4 in the amount of \$23,013.00 is to appropriate FY19 Fire & Rescue unspent budget for partial funding of a stretcher, additional turnout gear, and Class A uniforms.
- Portion #5 in the amount of \$3,500.00 is to appropriate FY19 Commissioner of Revenue unspent budget for services related to scanning real estate files.
- Portion #6 in the amount of \$24,200.00 is to appropriate FY19 Information Technology unspent budget for Scala improvements and training, server replacement and camera replacements.
- Portion #7 in the amount of \$59,800.00 is to appropriate FY19 Police / E911 / Animal Control unspent budget for pistol range improvements, temporary tower costs and washer / dryer repairs.
- Portion #8 in the amount of \$38,861.00 is to appropriate FY19 unspent Foundation Grant Funds.
- Portion #9 in the amount of \$10,270.00 is to appropriate FY19 Water & Sewer unspent budget for permit fees.

Councilman Gregory McLemore asked what was onboarding?

City Manager Amanda Jarratt answered onboarding is a formalized process for welcoming new employees and this amount includes supplies. She added that Michelle Dandridge is looking into a customer service training component to train the City's employees.

Councilman McLemore asked how does the Wellness Program affect Human Resources.

City Manager Jarratt answered seventy percent of the City's insurance rate renewal depends on City of Franklin's employee's health and wellness. The healthier the employee the better the insurance.

Councilman McLemore expressed his concern about spending money that the City might need at a later time.

Mayor Frank Rabil stated these items were previously approved in the budget.

Director Spence informed Council that the fiscal year 19-20 revised Budget will be at \$24.9 million with using all this unassigned fund balance that we have discussed. The Fund Balance will be at 19.35 percent meaning the City is above its required 15 percent.

Councilman McLemore asked what is the City's policy minimum for the fund balance.

Director Spence replied the City's policy minimum is fifteen percent. The City's budget is \$24,890,708.00 and fifteen percent is \$3,733,606.20.

Councilman Benny Burgess stated the City did not receive a million dollars from Isle of Wight County; so how did the budget increase.

Director Spence answered at the last City Council meeting she presented; as of August 20, 2019 the financial results were at 18.7% based on profits of \$400,000.00 the actual figure was \$514,000.00 due to an accrual of sales tax received in August which increased the budget by .5% and there was an appropriated fund balance of \$570,000.00 which accounts for the variance.

Councilman McLemore expressed his concern about the budget variances and the unassigned fund balances.

Mayor Rabil asked for clarification that City Manager Jarratt and Director Spence verified with the Department Heads to make sure these budget requests were necessary.

City Manager Jarratt stated that the following carry over budget items were necessary such as the VDOT Project, Monopole Tower and the conversion of the Permit-It System in the Community Development Department to the Edmonds System.

Councilman Burgess confirmed that these items were on the budget that was approved in June of 2018.

Director Spence replied that this was correct.

Councilman Benny Burgess made a motion to approve Budget Amendment #2020-3.

Vice-Mayor Barry Cheatham seconded the motion.

The motion carried the vote by a 6-0 vote.

The vote was as follows:

Mayor Frank Rabil	AYE
Vice-Mayor Barry Cheatham	AYE
Councilman Linwood Johnson	AYE
Councilman Bobby Cutchins	AYE
Councilwoman Wynndolyn Copeland	AYE
Councilman Gregory McLemore	NAY
Councilman Benny Burgess	AYE

Budget Amendment #2020-4

Director Tracy Spence reviewed the following Budget Amendments for Budget Amendment #2020-4:

- Portion #1 in the amount of \$198,877.00 is to recognize revenues from the PSAP grant approved in prior fiscal years to appropriate such revenue for new uses.
- Portion #2 in the amount of \$2,173.00 which was appropriated for the VRSA grant to be appropriated for rescue equipment and \$1,788.00 which was appropriated for the VRSA Grant to be transferred to the Electric Fund. The total amount to be transferred is \$3,961.00. Portion #2 in the amount of \$500.00 will be transferred from the General Fund for Educational and Technical Supplies and \$1,288.00 will be transferred from the General Fund for miscellaneous materials. The total amount to be transferred is \$1,788.00.
- Portion #3 recognizes revenues from the Rescue Squad Assistance Fund (RSAF) grant and to appropriate such revenue for new uses.
- Portion #4 in the amount of \$234,563.00 recognizes additional revenues related to Isle of Wight Revenue Sharing agreement and to appropriate such revenue to a reserve.
- Portion #5 in the amount of \$59,381.00 recognizes additional revenues related to workmen's compensation refund, sale of real estate and FEMA grant and to appropriate such revenue to pay for additional costs related to children at the Juvenile Detention & Group home, purchase of the Courthouse walk-thru scanner and FEMA related expenses.
- Portion #6 in the amount of \$6,000.00 was budgeted for revenues for the Regional Fire Training Fund and to appropriate such revenues for use.
- Portion #7 reallocates the Electric Fund capital reserve to Generation Maintenance due to needed repairs.

Director Spence asked if there were any questions concerning Budget Amendment #2020-4.

Councilman Gregory McLemore asked for clarification for Portion #7 of the Budget Amendment.

Director Spence answered this portion was from last year when the generator went out and needed to be repaired.

Councilman McLemore asked what happened to the old generator.

City Manager Amanda Jarratt answered that the old generator is quite dated.

Mayor Frank Rabil asked for a motion to adopt Budget Amendment #2020-4.

Councilman Linwood Johnson made a motion to adopt Budget Amendment #2020-4.

The motion was seconded by Councilwoman Wynndolyn Copeland.

The motion carried the vote by a 7-0.

Downtown Franklin Association Performance Metrics

City Manager Amanda Jarratt gave a brief overview of the Downtown Franklin Association Performance Metrics. This was previously discussed at the April 8, 2019 City Council Meeting. At the April 8, 2019 City Council Meeting there was a discussion between City Council and DFA about what City Council expected in the 2019 – 2020 Performance Agreement.

City Manager Jarratt introduced Dan Howe, Director of Downtown Franklin Association to present the following requests that were directed by Council:

1. Universal Community Branding – New branding is to be created for the DFA through community input groups potentially facilitated by a professional consultant. The new DFA Brand should be created allowing other Community groups to incorporate the new brand into their specific organization's brand within standard approved branding guidelines.
2. The DFA will collaborate with organizations for events and activities taking place in the Downtown District. DFA will work together with these organizations to communicate and promote events and activities for the benefit of the citizens of Franklin and our surrounding community. Director Howe designed a Downtown Franklin Event Checklist.
3. Continue to achieve National Main Street Accreditation

Councilman Gregory McLemore expressed his concerns about why the funds that were taken from the DFA Budget had not been returned.

Councilman Gregory McLemore made a motion to relocate funds back to the Downtown Franklin Association.

The motion did not carry the vote due to a lack of a second.

Councilman Bobby Cutchins indicated he was tired of the drama and wished the DFA would start working with the City. He stated City Council added in the Letter of Agreement with the Main Street Association on April 8, 2019 that the City agree to provide the Executive Director of DFA to be treated as a City Employee with respect to payment of salary, the granting of employee benefits and applicability of personnel policies and procedures. City Council also requested the Director report directly to the City Manager.

Councilman Bobby Cutchins made a motion to update the Letter of Agreement that would require the Director of Downtown Franklin Association to report directly to the City Manager.

The motion was seconded by Councilman Linwood Johnson.

Mayor Frank Rabil stated for clarifying purposes there is a motion on the table to update the Letter of Agreement and to state the Director of Downtown Franklin Association is to report directly to the City Manager.

Councilman Bobby Cutchins stated if things move in the right direction then maybe funds can be reallocated back to DFA.

Mayor Frank Rabil asked if there was any discussion.

Councilman Gregory McLemore stated the City has several Boards that do not report to the City Manager and now it's strange that other council members have voted to reallocate funds back to the DFA in past meetings and now no one wants to vote to reallocate these funds back to the DFA. It is only \$35,000.00 and now Council wants to attach strings to this reallocation to delay things even further.

Councilman Bobby Cutchins asked if he could rebut.

Mayor Frank Rabil replied please.

Councilman Cutchins stated this paragraph states this agreement provides the Executive Director of DFA to be treated as a City Employee with respect to benefits and to be treated as a DFA employee with job performance evaluation of the employee. This employee is paid by the City of Franklin, retirement fund, insurance and whatever he is entitled is fine, but nobody should be employed by the City of Franklin and not answer to the City Manager. I don't care who it is. It is my opinion; I don't care if it is my brother or sister. I don't care who it is, that is my opinion.

Councilman McLemore agreed with Councilman Cutchins statement that the drama needed to stop. He added DFA has been catching it ever since the budget cuts were made. You know it is not simple as that, it is drama all around it, it is political drama.

Councilman Cutchins stated he does not want to see the Downtown Franklin Association go away, I really don't.

Councilman McLemore stated let's fund it then.

Director Howe stated the Letter of Agreement is a two party agreement. If Council wants to amend it, I don't have the authority to amend it, the Letter of Agreement will have to go back to the DFA Board and meet on this again.

Councilman Cutchins stated he is requesting an updated Letter of Agreement.

Director Howe stated the Letter of Agreement has already been exercised and is good until July of 2020. This is just an addendum that was agreed upon to come up with specific objectives that was the desire of Council. I have personally attended Staff Meetings for the ten years I have been here. I have always communicated with the City Manager. I don't understand what the benefit of this would be to change this. I report to a Board of Directors. The Letter of Agreement clearly states that the Director of DFA reports to the Board of Directors.

Councilman Cutchins asked can the DFA take on your salary and fund you and create their own benefits package. He asked why would you not be willing to work together with the City Manager.

Director Howe replied I am not saying that, I am saying there are a lot of rules that you are crossing that are putting me in the crossfire. There are only two Main Streets that have that scenario.

Councilman Cutchins stated when I look at the numbers; the loaded cost to the City of Franklin is \$80,000.00 to \$90,000.00.

Director Howe said no sir, he replied \$72,400.00.

Councilman Benny Burgess requested that Councilman Cutchins consider waiting thirty days before making a decision. The City has an agreement it is good for a year, and we are not sure we can override the agreement.

The motion carried the vote by a 4-3.

The vote was as follows:

Mayor Frank Rabil	NAY
Vice-Mayor Barry Cheatham	NAY
Councilman Linwood Johnson	AYE
Councilman Bobby Cutchins	AYE
Councilwoman Wynndolyn Copeland	AYE
Councilman Gregory McLemore	NAY
Councilman Benny Burgess	AYE

Downtown Franklin Association Performance Metrics Objectives

Mayor Frank Rabil asked for a motion to approve the Downtown Franklin Association Performance Metrics Objectives.

Councilman Benny Burgess asked if the Downtown Franklin Event Checklist was something new or was it something that had been done all along.

The Downtown Franklin Association Director, Dan Howe answered the Downtown Franklin Event Checklist is not new, he stated he just put a title on it. This checklist is universal so anyone doing a downtown event can go by it, and operate the event legally.

Councilman Benny Burgess stated he appreciates all Director Howe's efforts to work with everyone downtown and promote all of downtown.

Mayor Frank Rabil asked if there was any desired action required on the Downtown Franklin Association Performance Metrics Objectives.

Councilman Linwood Johnson made a motion to approve the Downtown Franklin Association Performance Metrics Objectives.

The motion was seconded by Vice-Mayor Barry Cheatham.

The motion carried the vote by a 7-0 vote.

Farmers Market Ordinance Amendment 22-5

City Manager Amanda Jarratt informed Council that the Franklin Farmers Market has evolved over the last several years and has become an attraction for Downtown Franklin. Currently, the ordinance provides the oversight for the operation to the Downtown Franklin Association. Karen Cobb has served as a volunteer manager for the last several years and the market has expanded under her guidance. The majority of the Farmer's Markets near the City of Franklin are Municipal Markets. The City of Franklin owns the property and the improvements at the market and currently provides staff assistance as requested to set up the market for special events. Should Franklin City Council choose to amend the ordinance to place the oversight of the market back with the City of Franklin an amended ordinance is attached for your review. She then introduced Karen Cobb for a presentation or to answer any questions.

Councilman Gregory McLemore asked are there any things that you have requested that you have not been able to do working under the Downtown Franklin Association's supervision.

Ms. Cobb replied that is not the issue, she stated the Farmers Market has expanded so everyone can be vested and this will give the Farmers Market more possibilities.

Councilman McLemore expressed his concern about the Farmers Market going under City of Franklin's management because of all the other projects that the City is handling at the moment.

Councilman Benny Burgess asked City Manager Jarratt if the City can accept the responsibility of the Farmers Market.

City Manager Jarratt replied Ms. Cobb would continue to act as the Volunteer Manager of the Farmers Market until there is a transition. She added she has talked with Sammara Green-Bailey of the Parks and Recreation Department about housing the Farmers Market. The Public Works Department already assists the Farmers Market with fencing when requested.

Councilman Linwood Johnson stated he thought the Farmers Market needed the support of the City. He added this is not a reflection on any other organization.

Councilman Linwood Johnson made a motion to amend the Ordinance for the Farmers Market to be supported by the City.

Councilwoman Wynndolyn Copeland seconded the motion.

Mayor Frank Rabil asked if there was any discussion.

Councilman McLemore stated if the City already funded the DFA why would the City take responsibility of the Farmers Market and add more responsibility to the City.

Director Dan Howe asked if any of the members of the DFA could address Council.

Mayor Rabil stated he would allow that.

Juanita Richards, who owns and operates Richwood Graphics, a downtown business stated she wanted what was best Downtown Franklin and the Farmers Market. She requested Council to not make a hasty decision and to please think hard before making a decision.

The motion carried the vote by 6 to 1.

The vote was as follows:

Mayor Frank Rabil	AYE
Vice-Mayor Barry Cheatham	AYE
Councilman Linwood Johnson	AYE
Councilman Bobby Cutchins	AYE
Councilwoman Wynndolyn Copeland	AYE
Councilman Gregory McLemore	NAY
Councilman Benny Burgess	AYE

EMS Services Contract with Southampton County

City Manager Amanda Jarratt gave an overview of the EMS Services Contract with Southampton County. She explained the Medical Transport, LLC (MTL), provided Southampton County with the required 120-day notice that they intend to cease providing Southampton County with contracted emergency medical services at 11:59 p.m., December 31, 2019. MTL has been the Southampton County service provider for the past 18 years. MTL made it clear to Southampton County that their reason for cancelling the contract was not related to any action or inaction, by Southampton County or any of their Volunteer Rescue Squads. Their core business is and always has been, nonemergency medical transports in the Hampton Roads region. The City of Franklin can provide these services to Southampton County on a contract basis as outlined in the presented contract. This will require the City to hire additional EMS employees.

Vice-Mayor Barry Cheatham asked if Hunterdale Fire Department would be under the agreement.

City Manager Jarratt replied no that is a separate agreement.

Mayor Frank Rabil asked if there would be an annual true-up.

City Manager Jarratt replied yes there would be an annual true-up.

Mayor Frank Rabil asked if the revenue would go into the General Fund or back into EMS for equipment and supplies.

City Manager Jarratt answered the revenue would go towards equipment and supplies and if there is any left, it will go into the General Fund.

Councilman Gregory McLemore asked what part of the agreement would guarantee the City will be on the upside of the True-Up.

City Manager Jarratt referenced page 6 of the Agreement which states “the County shall reimburse the City for any and all costs and expenses incurred in the performance of this agreement, with such reimbursement to be itemized and invoiced to the County on an annual, or more frequent basis, as such costs are incurred.

Councilman Benny Burgess referred to page 2 for his question, he asked who determines what needs to be determined as far as equipment is concerned.

City Manager Jarratt referenced the Organizational Chart that was provided to answer that question. She added there is a governing body made up of the Chiefs and Captains, which the City Manager and the County Administrator will have final decision making authority. This governing body will meet on a regular basis.

Councilman Burgess expressed his concern over the 14 minute and 59 seconds response time stated in the agreement, what if it cannot be met due to the increase of the demand.

City Manager Jarratt replied that is what is expected without an agreement.

Councilman McLemore asked why was the County Administrator listed on the Organizational Chart if the County’s EMS employees were not going to be involved.

City Manager Jarratt replied the Organizational Chart can be changed, but the County Administrator will be on the governing board.

Councilwoman Wynndolyn Copeland asked how many EMS employees was the City going to have to hire.

City Manager Jarratt answered twenty-four.

Councilman Linwood Johnson made a motion to authorize the City Manager to execute the EMS Services Contract with Southampton County.

The motion was seconded by Councilman Benny Burgess.

The motion carried the vote by 6-1.

The vote was as follows:

Mayor Frank Rabil	AYE
Vice-Mayor Barry Cheatham	AYE
Councilman Linwood Johnson	AYE
Councilman Bobby Cutchins	AYE
Councilwoman Wynndolyn Copeland	AYE
Councilman Gregory McLemore	NAY
Councilman Benny Burgess	AYE

Courthouse Update

City Manager Jarratt informed Council that she received one comment on the Southampton County RFP and that was from Councilman Gregory McLemore. Councilman McLemore's question was if Southampton County wants to move forward without any further input from the City of Franklin then would Southampton County would release the City of Franklin from their financial obligation to pay for the Courthouse.

Councilman McLemore stated the City should not have to pay thirty percent for this overall project. The City should only pay thirty percent for the Circuit Court since that is the only portion the City uses. If the County wants to move along without the City's consent to meet their deadlines with the judge, fine. If the City did not exist, they would have to pay for the Courthouse anyway. If they let the City go with just paying thirty percent, the City will continue to pay our thirty percent for operation expenses. The City would never not pay our obligation, but to assume the City would pay thirty percent for the County to build their Tajmahal, that is not being reasonable.

Mayor Frank Rabil stated the question has been asked, let's see what the answer will be.

City Manager Jarratt informed Council she received a response from Lynnette Lowe, Assistant County Administrator about what night would work best to meet with the County to discuss conducting interviews. Their response was Tuesday, October 29, 2019 would work best for them.

Councilman Linwood Johnson asked for clarification on the reason for this meeting.

City Manager Jarratt replied the reason for this meeting would be to determine who to interview. She informed Council of the following sequence of events:

1. The County's RFPs are due on October 3, 2019
2. County Administrator Mike Johnson will then get the results to City by close of business on October 4, 2019
3. Council will need to score them
4. Discussion on October 29, 2019

Councilman McLemore asked which locality will do the choosing if the City and County cannot agree on a candidate.

Mayor Rabil answered then Southampton County will make the choice. The City has known this all along, Southampton County has extended this courtesy to the City in order that they can be a part of the decision process but in the end the decision lies with Southampton County.

City of Franklin RFP Approval

City Manager Amanda Jarratt informed Council that she has provided them with a draft of the RFP for the Southampton County Courthouse. She asked Council to please review and please let her know if there are any changes or comments that Council would like to make by Friday, September 27, 2019.

City Manager's Report

Census

City Manager Amanda Jarratt informed Council that April 1, 2020 is the date for the 2020 Census. It is imperative that all citizens participate due to the federal funds tied to the population count. Our local Census representative is Shayla Brown and she will be here to provide an overview of the process at the October 28, 2019 City Council meeting. Council should appoint a Complete Count Committee to create community awareness about the upcoming Census, which she will during her presentation.

Verizon Tower

City Manager Jarratt gave an update on the Verizon Tower which is estimated to be completed in November 2019.

Sale of the Camp Family House

City Manager Jarratt informed Council that the City closed on the sale of the Camp Family House today and will further update Council with an email Friday.

Demolitions

The three accessory structures that were included in Director of Community Development, Donald Goodwin's presentation to City Council were demolished by the owners at no cost to the City of Franklin.

Columbus Day

City Manager reminded Council that there would be only one City Council meeting in October 2019 due to closing on Columbus Day.

Hurricane Floyd

City Manager Jarratt reminded Council that this past week marks the twentieth anniversary of Hurricane Floyd. The Chamber of Commerce sent out a very nice newsletter emphasizing that the City of Franklin came back better than ever. It is very important to recognize how the City was able to survive because of how everyone worked together to make it happen.

Council / Staff Reports on Boards / Commissions

Mayor Frank Rabil asked if there were any reports on Boards and Commissions.

Councilman Greg McLemore announce that the Franklin Redevelopment and Housing Authority Board would be meeting on Wednesday, September 25, 2019 to determine if there was a vote by Council to recommend the Housing Authority to be City tax exempt.

Vice-Mayor Barry Cheatham informed Council that there was a Western Tidewater Regional Jail Board Meeting which went well. The jail is still holding 200 plus Federal inmates. He added the Board also agreed to not hold illegal immigrants if there are no charges against them.

Vice-Mayor Cheatham also informed Council he and Mayor Frank Rabil attended the Hampton Roads Planning District Commission (HRPDC) and the Hampton Roads Transportation Planning Organization (HRTPO) meeting on Thursday, October 19, 2019. There was discussion about tolls, such as when to charge and how much to charge.

Vice-Mayor Cheatham informed Council that he attended the Neighborhood Watch Meeting on Crescent Drive. Chief Patterson and Sergeant Halverson were also in attendance.

Councilman Linwood Johnson informed Council that on September 20, 2019 he attended a meeting at the Food Bank. There is a food drive that will done throughout the month of October. The Food Bank's goal is to eliminate hunger in the state of Virginia.

Mayor Frank Rabil informed Council that he too attended the joint meeting between the HRPDC and HRTPO. One of the topics of discussion was hot lanes which will provide an opportunity for the HOV Lane to become a hot lane.

Councilman Johnson informed Council that he attended the African American Festival on Saturday, September 21, 2019 and it was very nicely done and well attended.

Mayor Frank Rabil informed Council that there would be a 24-hour prayer meeting by Pastor Brown at her church on September 27, 2019 from 5:00 p.m. Friday evening until 5:00 p.m. Saturday.

Vice- Mayor Cheatham reminded Council that former Mayor Jester had passed away on September 19, 2019. He asked that we keep his family in our thoughts and prayers.

Closed Session

Mayor Frank Rabil asked for a motion to go into Closed Session.

Councilwoman Wynndolyn Copeland moved that the Franklin City Council meet in closed session to discuss appointments to boards and commissions; to discuss a prospective business or industry or the expansion of an existing business or industry where no previous announcement has been made of the business' or industry's interest in locating or expanding its' facilities in the community; discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body pursuant to Virginia Code Section 2.2 – 3711 (A) (1), (3) (5) & (8).

The motion was seconded by Councilman Linwood Johnson.

The motion carried the vote by 7-0.

Adjournment

The September 23, 2019 City Council meeting adjourned at 9:14 p.m.

Mayor

Clerk to City Council

MINUTES FROM THE OCTOBER 16, 2019 CLOSED SESSION MEETING

Council Members in Attendance: Frank Rabil, Mayor; Councilman Linwood Johnson; Councilman Bobby Cutchins; Councilwoman Wynndolyn Copeland; Councilman Gregory McLemore and Councilman Benny Burgess

Vice-Mayor Barry Cheatham arrived at 5:58 p.m.

Staff in Attendance: Amanda Jarratt, City Manager

Frank Rabil, Mayor called the October 16, 2019 Closed Session to order.

A motion was made by Councilwoman Wynndolyn Copeland to go into Closed Session.

The motion was seconded by Councilman Benny Burgess.

The motion carried the vote by 6-0.

The motion was as follows:

Mayor Frank Rabil	AYE
Vice-Mayor Barry Cheatham	Absent
Councilman Linwood Johnson	AYE
Councilman Bobby Cutchins	AYE
Councilwoman Wynndolyn Copeland	AYE
Councilman Gregory McLemore	AYE
Councilman Benny Burgess	AYE

A motion was made by Vice-Mayor Barry Cheatham to come out of Closed Session.

The motion was seconded by Councilman Benny Burgess.

The motion carried the vote by 7-0.

Adjournment

A motion was made by Vice-Mayor Barry Cheatham to adjourn the October 16, 2019 Closed Session.

The motion was seconded by Councilwoman Wynndolyn Copeland.

The October 16, 2019 Closed Session adjourned at 8:22 p.m.

ARBOR DAY PROCLAMATION

- Whereas,** In 1872 J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees, and
- Whereas,** this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska, and
- Whereas,** Arbor Day is now observed throughout the nation and the world, and
- Whereas,** trees can reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce oxygen and provide habitat for wildlife, and
- Whereas,** trees are a renewable resource giving us paper, wood for our homes, fuel for our fires and countless other wood products, and
- Whereas,** trees in our city increase property values, enhance the economic vitality of business areas, and beautify our community, and
- Whereas,** trees, wherever they are planted, are a source of joy and spiritual renewal,
- Whereas,** the City of Franklin celebrates its 35th consecutive year as a Certified “**TREE CITY USA**”, honored by the National Arbor Day Foundation,

NOW, THEREFORE, Frank M. Rabil, Mayor of the City of Franklin, Virginia,

does hereby proclaim October 17, 2019 as

Arbor Day

in the CITY OF FRANKLIN, and we urge all citizens to celebrate Arbor Day and to support efforts to protect our trees and woodlands, and

Further, I urge all citizens to plant trees to gladden the heart and promote the well-being of this and future generations.

Dated this 28th day of October, 2019

Frank M. Rabil, Mayor





PROCLAMATION

SMALL BUSINESS SATURDAY

Whereas, the government of Franklin, Virginia celebrates our local small businesses and the contributions they make to our local economy and community; according to the United States Small Business Administration, there are 30.7 million small businesses in the United States, they represent 99.7 percent of all firms with paid employees in the United States, are responsible for 64.9 percent of net new jobs created from 2000 to 2018; and

Whereas, small businesses employ 47.3 percent of the employees in the private sector in the United States; and

Whereas, 94% of consumers in the United States value the contributions small businesses make in their community; and

Whereas, 96% of consumers who plan to shop on Small Business Saturday® said the day inspires them to go to small, independently-owned retailers or restaurants that they have not been to before, or would not have otherwise tried; and

Whereas, 92% of companies planning promotions on Small Business Saturday said the day helps their business stand out during the busy holiday shopping season; and

Whereas, 59% of small business owners said Small Business Saturday contributes significantly to their holiday sales each year; and

Whereas, Franklin, Virginia supports our local businesses that create jobs, boost our local economy and preserve our communities; and

Whereas, advocacy groups, as well as public and private organizations, across the country have endorsed the Saturday after Thanksgiving as Small Business Saturday.

Now, Therefore, I, Frank Rabil, Mayor of Franklin, Virginia do hereby proclaim, November 30, 2019, as:

SMALL BUSINESS SATURDAY

And urge the residents of our community, and communities across the country, to support small businesses and merchants on Small Business Saturday and throughout the year.

Date: _____

Mayor

ATTEST: _____
Clerk



*Office of the City Manager
Amanda C. Jarratt*

October 22, 2019

To: Franklin City Council

From: Amanda C. Jarratt, City Manager

Reference: Emergency Operations Plan (EOP) Re-adoption

Background

Every four years the City of Franklin must readopt the Emergency Operation's Plan in order to stay in compliance with State guidelines. Former Chief Carr, Chief Francis, and their staff have spent significant time reviewing the plan for any necessary updates. This is a critical plan for the City of Franklin and it is mandatory that it be in place for the City to qualify for assistance from State and Federal resources when qualifying events arise. Please note that this is a living document that is subject to change as conditions warrant.

Needed Action

Adopt the attached resolution to comply with the four-year cycle requirements.

Franklin Fire and Rescue



100 South Main Street • Post Office Box 179 • Franklin, Virginia 23851
Office (757) 562-7113 • Fax (757) 562-8592 • Cell (757) 651-8228
Email: vfrancis@franklinva.com

Vernie W. Francis, III
Chief of Emergency Services

October 22, 2019

Mrs. Amanda C. Jarratt
City Manager
207 W. Second Ave
Franklin, VA 23851

Re: City Emergency Operations Plan Re-Adoption

As required by state code the City of Franklin's Emergency Operations Plan is due for re-adoption. The current plan is dated November 2015 and is required to be readopted every 4 years.

Each year the plan is reviewed and revised as necessary to ensure our plan meets all of the State and Federal requirements and has the appropriate emergency support functions, annexes, and appendices.

I have attached a resolution for City Council to approve that will readopt our plan for 4 more years.

Sincerely,

A handwritten signature in black ink, appearing to read "V. Francis", is written over a horizontal line.

Vernie W. Francis III
Chief of Emergency Services
Franklin Fire & Rescue



RESOLUTION #2019-06
THE FRANKLIN CITY COUNCIL ADOPTION OF THE EMERGENCY
OPERATIONS PLAN

WHEREAS, the City Council of the City of Franklin, Virginia recognizes the need to prepare for, respond to and recover from natural and manmade disasters, and

WHEREAS, the City of Franklin has a responsibility to provide for the safety and well-being of its citizens and visitors, and

WHEREAS, the City of Franklin has established and appointed a Director and Coordinator of Emergency Management

NOW, THEREFORE, BE IT HEREBY PROCLAIMED by the City Council of the City of Franklin, Virginia that this Emergency Operations Plan as revised October 2019, is officially adopted, and

IT IS FURTHER PROCLAIMED AND ORDERED that the Director of Emergency Management, or his / her designees, are tasked and authorized to maintain and revise as necessary this document over the next four (4) year period or until such time it be ordered to come before this Council.

DATED: October 28, 2019

Mayor

Clerk of Council



*Office of the City Manager
Amanda C. Jarratt*

October 23, 2019

To: Franklin City Council

From: Amanda C. Jarratt, City Manager

Reference: Courthouse Update

Background

Southampton County Courthouse

Franklin City Council is scheduled to meet with the Southampton County Board of Supervisors on October 29, 2019 at the Southampton Circuit Courthouse to review the responses to the County RFP.

City of Franklin Courthouse

The City RFP was issued and responses are due on October 31, 2019.

Needed Action

None at this time.



*Office of the City Manager
Amanda C. Jarratt*

October 22, 2019

To: Franklin City Council

From: Amanda C. Jarratt, City Manager

Reference: City Manager's Report

General Updates

- The Hunterdale Water Tower project is estimated to be completed by late November weather pending.
- As previously mentioned the Verizon Tower project is estimated to be completed in November of 2019.
- The closing on the General Fund and Line of Credit occurred on Thursday on October 15th. The restructuring is ongoing and an update will be given at the November 25th meeting.
- Staff attended a meeting of the Madison Street Management Team meeting on October 23, 2019. The project is nearing completion.
 - MY 1: 23 units were rehabilitated. 17 were paid for with CDBG and 7 with HOME funds
 - MY 2: 3 units rehabilitated: All paid for with CDBG funds.

Community Events

- Downtown Trick or Treat October 31, 2019 5:00 p.m. – 7:00 p.m.
- Downtown Christmas Open House November 23rd
- Christmas Farmers Market November 23rd
- Small Business Saturday November 30th
- City of Franklin Christmas Parade December 6th